

MEMORANDUM

1/19/2010

TO: Steven Emanuel, Director, Department of Technology Services
Joe Beach, Director, Office of Management and Budget
FROM: Chris Cihlar, CountyStat Manager
SUBJECT: County Mobile Phone Use

The following items were identified for follow-up during the 1/19/2010 CountyStat meeting:

1. Develop appropriate policies and procedures to produce cost savings and strengthen the controls on County-funded mobile communications devices (i.e. guidance on issuance and non-use/minimal-use, consolidation of accounts to promote pooling of minutes, and other resource sharing ideas).
Responsible parties: OMB
Other parties involved: CountyStat, DTS
Deadline: 2/12/2010

2. Develop budget strategy to reduce mobile phone expenditures across County government.
Responsible parties: OMB
Other parties involved: CountyStat, DTS
Deadline: 2/12/2010

cc: Timothy Firestine, Chief Administrative Officer
Fariba Kassiri, Assistant Chief Administrative Officer